



Village:

Building:

Apartment:

Roommate Agreement
Department of Housing and Residential Education

Any time you move-in and/or receive a new roommate(s), it is important for to discuss basic living expectations. By establishing ground rules early, roommates increase their chances of having a positive experience and reducing roommate conflicts.

This form is meant to help residents come to some basic understanding on key issues/topics that often result in conflicts. Please note that this is not an all inclusive document and does not guarantee that conflicts will not occur. However, it will help roommates minimize, address and resolve disagreements.

All apartments in the villages will be expected to have a roommate agreement on file with the housing office within two weeks of moving-in or getting a new roommate. Although ideally roommates should be able to complete this agreement on their own, we realize that some help may be needed. RAs are available to assist apartments in completing roommate agreements as needed.

At the very minimum **all apartments are expected to complete the “Addressing issues” section.** Those unwilling to do so will be in violation of housing policy (“Failure to Comply”) and may be subject administrative actions, fines and relocation.

ROOMMATES:

A) B) C) D)

ADDRESSING ISSUES:

If an issue/conflict should arise, the best way to bring it up to me is (NOTE – This section is mandatory for all Rooms):

	Roommate A	Roommate B	Roommate C	Roommate D
Bring it up to me in person, so that we can talk about it				
Write me a note (paper, text, email – what ever works)				
Bring it up to the RA, so he/she can help us solve the problem				
Set up an apartment meeting so that we can all talk about it and come to an understanding				
Other:				

Additional notes on addressing issues:

TOPICS:

Common Areas Cleaning Schedule (Please Refer to Policy on Care of Apartments and Rooms)

Day of the Week	Kitchen (stove, oven, fridge, counters, mopping)	Living Room (Dusting, vacuuming, emptying trash/recycling)	Dishes	A/B Bathroom (tub, toilet, sinks, mirrors, trash)	C/D Bathroom (tub, toilet, sinks, mirrors, trash)
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					

Additional notes on cleaning schedule:

Safety & Security (Please Refer to Policy - Safety and Security)

	Initials:	A	B	C	D
When not home, I will make sure to lock my room door & room window					
I agree to not prop our apartment exit doors					
I agree to make sure all common windows and doors are locked when leaving the apartment					
Other:					

Additional notes on Safety & Security

Storing and Sharing Food:

	Discussion Areas
Shopping: What, if any, items will be purchased together? How will community items be purchased – with a collected allowance or splitting cost after purchase?	
Cooking: Who and how will cooking be arranged – together or on a rotating schedule? How will cleaning be handled after cooking?	
Cupboard/Fridge Space: How will space be allocated and organized?	
Other:	

Community/Personal Property

	A	B	C	D
May you use my possessions?	Yes No Yes, but ask	Yes No Yes, but ask	Yes No Yes, but ask	Yes No Yes, but ask
Please specify which items are ok to borrow/use:				
If items are lost or damaged, how will we resolve repair and/or replacement?				
Other:				

Lifestyle/Hours

	Days		Times	
Hours reserved for studying:				
Minimal noise hours (Refer to policy 29: Quiet Hours and Noise)				
The thermostat will be set at the following:	<u>Warm Days</u> (AC lowest cooling temp is 75): During the Day: During the Night:		<u>Cool Days</u> (Heater highest heating temp is 73) During the Day: During the Night:	
	Roommate A	Roommate B	Roommate C	Roommate D
What time do I go to sleep: Weekdays? Weekends?				
What time do I wake up: Weekdays? Weekends?				
When a roommate wants to go to bed, I will do the following:				
Where will studying be conducted?				

Additional notes on Lifestyle and Hours

Guests (Please refer to Policy on Guests & Co-Habitation)

	Roommate A	Roommate B	Roommate C	Roommate D
Should advance notice be given before a planned guest arrives? If yes, how much notice is appropriate?				
When I'm gone, may my roommate's guest use my belongings? Please specify any concerns.				
How late are guests allowed to visit? (NOTE- all guests need a guest pass if staying past midnight. Passes available at UV community Center)				
Are there any concerns regarding gender of a visitor?				

Additional notes on Guests:

OTHER ISSUES FOR DISCUSSION (i.e. pet peeves, smoking, etc.)

This agreement is being made by the residents of apartment # _____. I authorize myself, by typing my full name below, to agree to and abide by the standards in this roommate agreement. This authorization provides DHRE to maintain this agreement in electronic form.

Roommate A

Roommate B

Roommate C

Roommate D